

**NICASIO SCHOOL DISTRICT
BOARD OF TRUSTEES**

MINUTES

~ Regular Meeting ~

Thursday, June 2, 2016 5:00 PM

Nicasio School Library 5555 Nicasio Valley Road, Nicasio CA
and

Jason Snell *via phone*:

Yosemite Wawona Elementary Charter School - Main Building
7925 Chilnualna Falls Road, Yosemite National Park, CA

1. **Call to Order** at 5:07pm
 - a. **Patriotic Moment** was observed in honor of the men and women who have served this country – especially those who sacrificed their lives.
 - b. **Roll Call** In attendance: **Trustees Michelle Rutledge, Madeleine Sloane and Jason Snell** (*via phone*). Also in attendance: **Superintendent Tom Lohwasser, Principal Christy Stocker, Office Manager Mikki McIntyre and Chief Business Official Cheryl Robbins**

2. **Approval and Adoption of Agenda** *Discussion:* Trustee Sloane announced that the public hearings on LCAP and the 2016-17 budget adoption will not take place at this time because the documents were not publically available 72 hours before the meeting as required. She said a brief overview of the LCAP and the budget will be provided, however. Trustee Sloane added that she was frustrated that the information was not available in time, and she apologized to the public on behalf of the Board.
Action: M/S: Rutledge/Snell to approve agenda with the modification of continuing the public hearing portions of the meeting for LCAP and the 2016-17 proposed budget (agenda items #6 and #7) on a future date (TBD). **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None

3. **Public Comment** *There was no public comment.*

4. **Reports & Announcements**
 - a. **Foundation Update/Considerations**
 - Nicasio School Foundation Treasurer Laura Skapik provided an update on fundraising for the year. She said the Spring Luau Dinner/Dance netted \$16,500 after approximately \$3200 in expenses. To date, the Foundation has raised over \$49,000 towards its \$55,000 goal for 2015-16, which does not include checks that were recently received.
 - Laura detailed the other fundraising efforts during the year, noting that family donations (from 35 out of 37 families) totaled \$8800, and community donations amounted to \$9900. She added that grants brought in over \$4600 and the Walkathon generated nearly \$6000. The Board thanked Laura for her report.

 - b. **Management Bulletin** *There was no bulletin.*

- c. **Principal's Report** *Principal Stocker reported the following:*
- During the month of May, the students completed the Smarter Balanced standardized assessments and everything went very smoothly; there were no technology issues and the special education components worked well, Principal Stocker said.
 - Principal Stocker said eight students from her 5th/6th grade Language Arts class participated in the National Mythology Exam, and five of them won medals including three silver, one bronze and one gold. She explained that participants must score at least 90% on the exam in order to receive a bronze medal or higher.
 - As a Golden Bell recipient from Nicasio School District this year, Principal Stocker thanked those who were able to attend the May 26th award ceremony and the post-party in support of her and her fellow nominees, members of the Nicasio Volunteer Fire Department.
 - With regard to year-end field trips, Principal Stocker said the Gr. 3/4/5 class just completed its three-day trip to NatureBridge at the Marin Headlands, and the Gr. 6/7/8 class is on its Yosemite trip. Trustee Snell, phoning in to the meeting from the field trip, noted that "Mr. Williams planned a wonderful curriculum with the rangers and the students."
 - Upcoming events: Incoming kindergarteners visiting campus on Monday, June 6; K/1/2 field trip to Stinson Beach and drug awareness presentations by 7/8 grad students on Tuesday, June 7; field day on Wednesday June 7; and kindergarten completion ceremony and 8th grade graduation on Thursday, June 9.
- d. **Superintendent's Report** Supt Lohwasser reported the following:
- The newly released state budget does not have much effect on basic aid districts like Nicasio, Supt. Lohwasser said, noting that because the state's overall revenues aren't what they were projected to be, certain one-time funds are being re-evaluated and the transitional kindergarten program may be eliminated after next year.
 - He also said he attended the Golden Bell ceremony and that he had procured an additional Golden Bell for one of the NVFD honorees, Fire Chief Eric Blantz, who did not receive one at the event.
- e. **Trustees' Report**
- Trustee Snell said he looks forward to addressing any Foundation-related issues at the Foundation/NSD Board Workshop on June 21, 2016.
 - He also lauded Principal Stocker for engaging students in the National Mythology Exam, adding that as a parent of a proud recipient, he knows that the medals go a long way toward building student confidence.

5. **Consent Agenda**

- a. **Approval of Minutes:** May 5, 2016 Regular Meeting and May 18, 2016 Special Meeting of Board of Trustees
- b. **Ratify Warrants Paid:** 4/29 – 5/26/2016
- c. **Approval of Interdistrict Transfer (IDT) Out of NSD for 2016-17**
 - IDTX #16-17-03

Action: **M/S: Rutledge/Snell** to approve the Consent Agenda **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None

6. **Public Hearing on the Nicasio School District 2016-17 Local Control Accountability Plan (LCAP):**
The Board will hold a public hearing to solicit the recommendations and comments of members of the public regarding the specific actions and expenditures proposed to be included in Nicasio School District's 2016-17 Local Control and Accountability Plan.

No Public Hearing was held. Due to the fact that the LCAP was not made available to the public at least 72 hours prior to the meeting, the Board requested that the meeting be continued to address this agenda item (#6) at 5 pm on Tuesday, June 14, 2016.

Principal Stocker provided a brief summary of the 2016-17 LCAP: She explained that one of the more substantive changes this year was the consolidation of the District's goals from seven to five in order to make the document more efficient to complete. She said that the teachers and staff provided considerable input on refining the metrics for measuring the goals. In terms of parent engagement in the LCAP, Principal Stocker said that due to an unfortunate convergence of circumstances, the parent meeting had to be rescheduled and only four parents were ultimately able to participate (compared with 10 or 11 parents last year). She said the only other change was the reduction of the 40% teaching role from the principal position and adjusting the principal's salary.

7. **Public Hearing on the Nicasio School District 2016-17 Proposed Budget:**
The Board will hold a public hearing regarding the Nicasio School District 2016-17 Proposed Budget, including disclosure of the District's ending fund balance reserves and the District's statement of reasons to substantiate the need for reserves that are higher than the minimum recommended reserve.

No Public Hearing was held. Due to the fact that the 2016-17 Proposed Budget was not made available to the public at least 72 hours prior to the meeting, the Board requested that the meeting be continued to address this agenda item (#7) at 5 pm on Tuesday, June 14, 2016.

CBO Robbins provided a brief summary of the 2016-17 Proposed Budget: She said the budget is in "crisis mode" and the District has some work to do to get it to a fiscally sound status. She said the District has increased its expenditures in programs such as special education, and in salaries and contracts. Supt. Lohwasser said he will review the proposed budget with CBO Robbins to make sure it ties into the LCAP before it is published.

8. **Business Services**
- a. **Consider Resolution 2015-16 #7 Authorization to Sign on Behalf of the Governing Board for 2016-17**
Action: **M/S: Rutledge/Snell** to approve Resolution 2015-16 #7 Authorization to Sign on Behalf of the Governing Board for 2016-17 **Roll call vote:** Ayes: Rutledge, Sloane, Snell; Noes: None
 - b. **Approve 2016-17 Certificate of Signatures**
Action: **M/S: Rutledge/Snell** to approve 2016-17 Certificate of Signatures **Vote: 3/0**
Ayes: Rutledge, Sloane, Snell; Noes: None

9. Personnel

- a. **Consider Approval to Hire .11 FTE Classified Art Specialist for 2016-17** *Discussion:* Principal Stocker explained that due to a family crisis, the art specialist left early in the school year and a few substitute teachers have been filling the position for the remainder of the year. She said the current candidate, Jenna D'Anna, was recommended by the previous art specialist, Jill Tisdale. Principal Stocker said the interview team felt that Jenna will be a good fit for the school community. She clarified that this is a Foundation-funded position.
Action: **M/S: Rutledge/Snell** to approve Hiring a .11 FTE Classified Art Specialist for 2016-17 **Vote: 3/0** *Ayes:* Rutledge, Sloane, Snell; *Noes:* None
- b. **Consider Approval to Hire 1.0 FTE Certificated Teacher for 2016-17** *Discussion:* Principal Stocker explained that at the May 18th special meeting, the Board expressed its desire to fill the Gr. 3/4/5 core teacher position. She said it is her recommendation to hire Damena Ware, who first came to Nicasio School as a substitute teacher and later worked as a classroom aide in the K/1/2 classroom and the Learning Center. She said Damena later completed a 12-week student teaching internship at Nicasio School. Principal Stocker noted that while she would not normally recommend a brand new teacher in a multi-grade classroom, Damena knows the school community, has worked in the multi-grade setting, and is very familiar with the K-5 curriculum. She said that Damena has good foundations going in, and she will be BTSA-supported. Supt. Lohwasser added that he interviewed Damena and agrees with the qualities Principal Stocker described. He noted that Damena has a lot of enthusiasm, knows the students who will be in that class, and really wants to be part of the Nicasio School team. Trustee Snell expressed his support for hiring Damena.
Action: **M/S: Rutledge/Snell** to approve the Hire of a 1.0 FTE Certificated Teacher for 2016-17 **Vote: 3/0** *Ayes:* Rutledge, Sloane, Snell; *Noes:* None

10. Administrative/Governance

- a. **Approve 2015-16 Agreement of the Participating School Districts in Marin County Regarding Interdistrict Transfer Attendance Agreements** *Discussion:* Principal Stocker explained that the District signed the five-year agreement several years ago which is still good for one more year, but since most districts are re-signing right now, she recommends doing the same.
Action: **M/S: Rutledge/Snell** to approve 2015-16 Agreement of the Participating School Districts in Marin County Regarding Interdistrict Transfer Attendance Agreements **Vote: 3/0** *Ayes:* Rutledge, Sloane, Snell; *Noes:* None
- b. **Discussion of 2016-17 Board of Trustees Meeting Schedule** *Discussion:* Principal Stocker said she will draft a calendar for 2016-17 for approval at the June 21, 2016 Board meeting. She inquired whether the current schedule stills works and all trustees agreed that it does.

11. Conclusion

- a. **Meeting Continued**
Action: **M/S: Rutledge/Snell** to continue the meeting on June 14, 2016 at 5pm with regard to agenda items #6) Public Hearing on the Nicasio School District 2016-17 Local

Control Accountability Plan (LCAP), and #7) Public Hearing on the Nicasio School District
2016-17 Proposed Budget.

Respectfully Submitted,

Mikki McIntyre

Unadopted

Adopted

Madeleine Sloane, Clerk